

## **NORTHERN REGIONAL COLLEGE**

### **RESOURCES COMMITTEE**

Minutes of the meeting of the Resources Committee (unreserved business) held on 14 January 2019 at the Farm Lodge campus, commencing at 5.10 pm.

Present: Ms Y Mallon, Mr K Chambers (Chair), Mr H Crossey, Mrs G McConnell and Mr I Murphy

In Attendance: Dr S Brankin, Mr D Hewitt, Mr S Lavery, Mr M Lennox (15.11-15.13), Prof T Scott, Mr V Taggart and Mr S Watt

Mrs K Wallace (Secretary)

#### **15.1 Welcome and Apologies**

The Chair welcomed the return of Prof Scott following her recent absence and thanked Mr Crossey for attending the meeting.

Apologies were received from Mr Higgins.

The Chair advised that Mr M Lennox would be in attendance to present items 15.11-15.13 and members agreed that these items be taken early in the meeting.

#### **15.2 Declaration of Interests**

None.

#### **15.3 Minutes of the Last Meeting**

The minutes of the meeting held on 15 October 2018 were approved.

Proposed: Ms Mallon

Seconded: Mr Murphy

#### **15.4 Matters Arising**

Noted that all actions arising from the previous meeting had been completed or were included as agenda items.

##### **15.11 New Build/Estates**

The Chair welcomed Mr Mark Lennox to the meeting. Mr Lennox gave an overview of the Project Board Report for December 2018 and noted the table of activities for the next 6 months. He advised that planning applications were being submitted for both the Coleraine and Ballymena sites and that Historic Monuments Branch was content with proposals submitted for Coleraine. Committee noted that feedback from public information sessions had been very good and was available on the College website and that local Councils had extended their support and cooperation for the build programme.

Members queried if College was considering the alternative contractor's procurement process but Mr Lennox confirmed that the CPD agreed tried and tested route would be used.

**ACTION:** Mr Lennox to review progress on the procurement position and update members accordingly.

### **15.12 Sector Wide Property Division Business Case**

Committee noted the business case which had been approved by College Principals in December.

In response to members' queries, Mr Lavery highlighted that the rationale for choosing option 3 was to provide more flexibility via multiple providers.

### **15.13 Portrush Disposal**

Mr Lennox spoke to this report and outlined the background to the proposal to transfer the surplus building in Portrush to the Education Authority, based on a previous NIAO recommendation to dispose.

During a period of discussion, members noted details on the historically protracted negotiations between NRC and EA and costs associated with maintenance of the building to date.

Committee were content to recommend to the Governing Body that the building is transferred to the EA.

Mr Lennox left the meeting at 5.40pm.

### **15.5 Chair's Communication**

The Chair advised that, due to the recruitment of a new Governing Body Chair, Mr Crossey would be reverting to his position of Chair of the Resources Committee from the next meeting. Prof Scott thanked Mr K Chambers as interim Chair on behalf of the Committee.

### **15.6 Correspondence**

Correspondence would be taken under the Budget heading at item 15.9.

### **15.7 Resources Committee Annual Report 2017/18**

Committee noted the Annual Report, which had been drawn up at the request of the Chair and Mr Crossey, and which provided an overview of key actions taken and decisions made by the Resources Committee over the previous accounting year.

The Chair thanked Mr Lavery and the Secretary for their work on the report.

Committee were content to approve the Annual Report and recommend to the Governing Body.

## **15.8 Monthly Management Accounts**

Mr Lavery summarised the NDPB return for April 2018 – March 2019 and advised on the additional resource allocation which had since been received and would allow the College to operate within budget tolerance. This funding would be included in the next return to the Department. The College would now focus on budget allocation spend of this one-off funding by end of March 2019.

Committee welcomed the additional funding but noted that this was one-off and did not affect the baseline budget. The additional budget would need to be included in the 2019/20 budget process.

**ACTION:** Committee agreed to recommend to the Audit & Risk Committee that risk 5 on the risk register be moved from red to amber. To be reviewed following notification of 2019/20 funding allocation.

## **15.9 2018/19 Budget**

Consideration was given to letter dated 18 December 2018 from the Department, advising additional capital funding for minor works.

Committee noted that the College was part of the EA framework for procurement of capital items.

Four prior items of budget correspondence were noted.

## **15.10 Shared Services**

Dr Brankin outlined key issues in the LMS highlight report which had resulted in compressed timescales for the programme and reported on a recent, failed User Acceptance Testing (UAT) trial. Committee noted that the effect on MIS pressures of the continuing delays by IT Assist had made the possibility of recruitment of temporary MIS staff likely.

It was noted that the Project Board scheduled for 18 January had now been deferred until mid-February. The project was identified as Amber but moving towards Red.

Members expressed their concerns in the light of the difficulties being experienced and asked to be kept updated.

**ACTION:** An update on this issue would be provided to the Governing Body meeting on 23 January.

## **15.14 Staffing Paper**

Committee noted the Staffing Update for January 2019 and a high uptake by staff of the health and wellbeing activities. A verbal outline of the health and wellbeing communication programme for students was also noted.

Mr Hewitt gave an update of staff sickness absence and noted that this would be looked at in the context of incorporating into future health and wellbeing planning. Members noted that

the categorisation for terms of absence (short, medium and long) had now been included in the report.

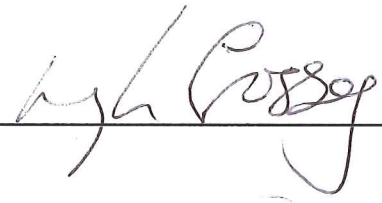
#### **15.15 Any Other Business**

None.

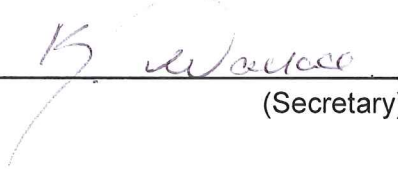
#### **15.16 Date of Next Meeting**

The next meeting would be held on Monday 8 April 2019 in Newtownabbey.

There being no other business, the meeting concluded at 6.18pm.

Mr H Crossey  (Chair)

Date 29/4/2019  
29 April 2019

Mrs K Wallace  (Secretary)

#### **Summary of Actions:**

<b>Item no</b>	<b>Action</b>	<b>Owner</b>	<b>Progress/ Date Due</b>
15.8	Recommendation to A&R – risk 5 to be moved from red to amber	Mr Laverty	A&R meeting February
15.10	Update on Shared Services to GB meeting	Dr Brankin	GB meeting 23 January
<b>15.11</b>	Update on CPD position	Mr Lennox	GB meeting 23 January

